17 March 1961

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Preliminary Information Required Relative to

Installation

It is requested that, where applicable, the information specified below be furnished in the form of dimensioned sketches and diagrams.

A. Overall Inside Parent Room Dimensions, Identifying Each

    1. Length
    2. Width
    3. Height

B. Size and Location of Door(s) into Parent Room

    1. How far from each adjacent corner of room
    2. Direction in which door(s) opens
    3. Maximum size of object that can be put thru doorway
    4. If door(s) can be removed from hinges, does this change the answer to (3) above?

C. Size and Location of Windows

    1. Width and height of casement
    2. Distance from:
        a. Floor
        b. Each adjacent wall corner or adjacent window
    3. Directions windows face - north, east, south, or west
    4. Can windows be blocked off if necessary?
    5. Can air conditioning ducts be run to windows if necessary?

D. Fixtures and Utilities

    1. Power (if different in other parts of building, specify)
        a. Voltage
        b. Frequency
        c. Phase
        d. Number and location of outlets
    2. Lighting
        a. Number and location of light fixtures
        b. Can they be removed if necessary?
    3. Heating and Cooling
        a. Method of heating and cooling employed
        b. Size and location of all radiators, baseboard units, registers and/or ducts. Especially important is the distance such fixtures protrude into available room floor area.

c. Can they be removed if necessary?
d. If not, can they be rearranged to permit better
    utilization of space if necessary?
e. Estimated temperature and humidity extremes in parent
    room - summer and winter

E. Building Construction

1. Permissible floor loading, if available
2. Type of floor, wall and ceiling surfaces
3. Does floor appear to be reasonably level?
4. Any passageway constrictions smaller than parent room doorway
    through which components [   ] would have to pass.   STAT
5. Is there any space where crates containing room components
    can be unloaded and stored?

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